

How to Map to a UC Davis Health Network Drive on a Windows 10 Computer

Use these instructions to map your computer to your UC Davis Health network (shared) drives.

- 1. From the Start icon, open File Explorer using one of the following methods:
 - a. Click the **Start** icon on the taskbar and type **file explorer**. A list of best matches displays. Click **File Explorer**. (Figure 1)
 - b. On the keyboard, press the Windows logo key + E. (Figure 2)





Figure 1- Start Icon-Type File Explorer - File Explorer Best Match

Figure 2 - Windows Key + E

2. Select **This PC** from the left pane. Then, on the **Computer** tab, select **Map network drive.** (Figure 3)



Figure 3 - This PC - Computer Tab - Map Network Drive

- 3. In the Map Network Drive dialog box, fill in the information as follows (Figure 4):
 - a. In the Drive field, select a drive letter. (Any available letter will do.)
 - b. In the Folder field, type \\hshome\shared.
 - c. To connect the shared drive every time you log on to your PC, select the **Reconnect at sign-in** check box.
 - d. Select Connect using different credentials.
 - e. Click Finish.

Map Network Drive		
What network folder would you like to map?		
Specify the drive letter for the connection and the folder that you want to connect to:		
Drive:	S: ~	
Folder:	\\hshome\shared	
	Example: \\server\share	
	Reconnect at sign-in	
	Connect using different credentials	
	Connect to a Web site that you can use to store your documents and pictures.	
	Finish Cancel	

Figure 4 - Map Network Drive

- 4. At the **Windows Security** dialog box, enter your HS\Citrix username and password. **NOTE:** Be sure to include **hs** before the user name. (Figure 5)
- 5. Click **OK** to finish.

Windows Security ×			
Enter network credentials			
Enter your credentials to connect to: hshome			
hs\username ×			
•••••			
Remember my credentials			
ОК	Cancel		

Figure 5 – Windows Security